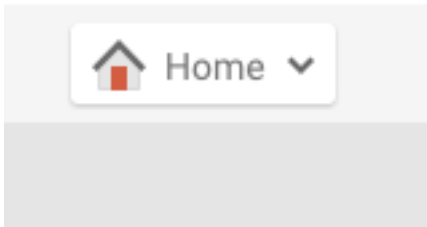





Google Plus My Business (Google Maps)

How To Add Us As a Manager on Google Plus My Business

- 1) Make sure you are logged into the appropriate Google account and enter the following URL into your browser bar: plus.google.com
- 2) Click on the "Home" section that is near the top left part of the page.

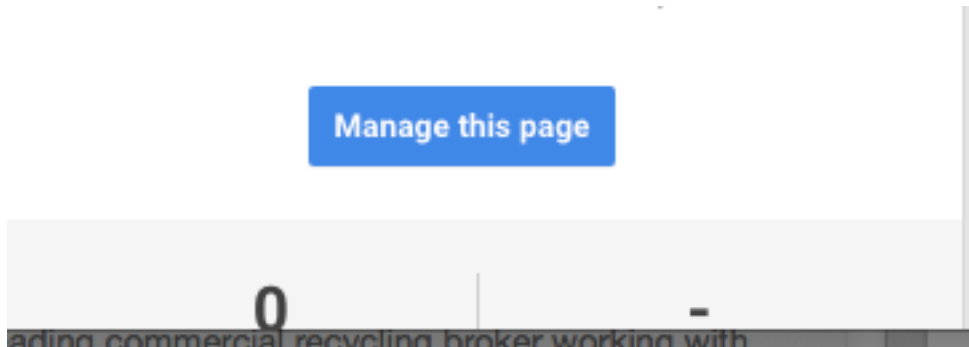


- 3) Once you click on the "Home" section, you will see a drop down menu like the one below. Select "Pages" (near the bottom of the list).

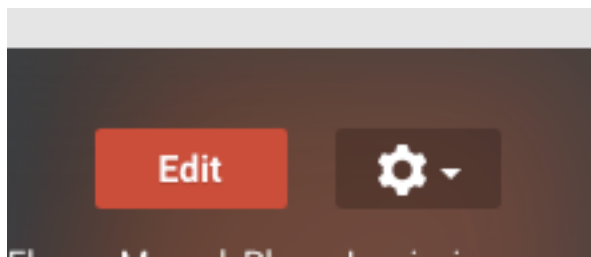
 Home Profile People Photos Collections Communities Events Hangouts Pages Settings

4) Once inside the Pages list, select "Manage this page" for the appropriate business page/listing. If you do not see your page/listing here,

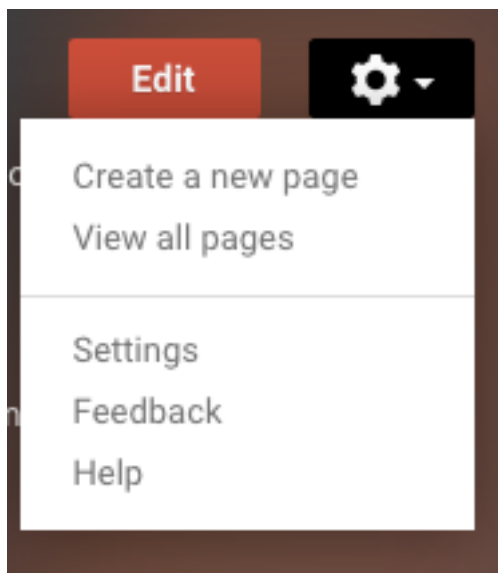
you will want to log into another Google account until you find your page/listing.



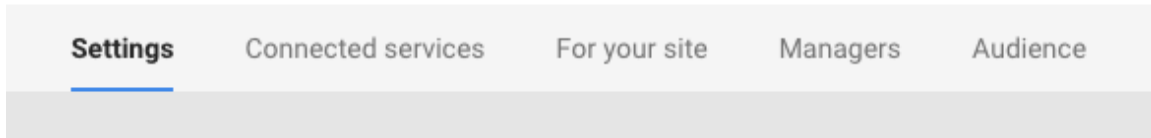
5) Once you are inside the Page manager, you will notice a gear icon towards the top right of the page. It will look like this...



6) Click on the gear icon and you will see a dropdown menu that looks like the one below. Select "Settings" from this list.



7) Once inside the Settings dashboard, select "Managers" from the top middle menu.



8) Select "Add Managers" and enter my email address (andylittleseo@gmail.com). Once the email is entered into the field, select "Invite"

